



# Black Hills Quilters Guild

## CREATIVE QUILT, ART and CRAFT MARKET

Table # \_\_\_\_\_

Friday, Mar 29, 5:00-8:00 PM and Saturday, Mar 30, 9:00 AM-3:00 PM, 2019  
Ramada Inn, 1902 Lacrosse St., Rapid City, SD 57701

This event is sponsored by the Black Hills Quilters Guild. It is our goal to have this market be neat and organized so it will be an enjoyable, memorable event for all participants. Appropriate sales items should be quilt or hand crafted related items and supplies that are saleable, usable, clean and odor free.

We look forward to working with you. For more information, go to the BHQG website:

<https://www.bhquilters.org/events/special-events> or contact: [info@bhqg.org](mailto:info@bhqg.org)

### Rules for Vendors:

#### Table Registration:

1. Tables will be rented to BHQG members only.
2. A non-refundable rental fee of \$10 for each 6' or 8' table must be paid at time of registration.
3. Space includes one table and one chair furnished by Ramada Inn. Table covering is not provided. Tables are limited and will be assigned on a first come basis by the committee.
4. Registration includes advertising and free admission for 1 person. Helpers must pay admission fee.

#### Vendors Setup

1. Setup is 1-4 P.M. on Friday - tables will be set up.
2. You are responsible for your own area. Sales areas must be neat and free from clutter within the assigned marked space.
3. Items cannot be hung from or attached to the walls.
4. A storage area will be provided for containers and excess goods. Each bin must be labeled with vendor's name.

#### Sales:

1. Vendor determines price of goods and collects money for their own sales and provides their own change.
2. Vendor is responsible to pay South Dakota sales tax. Vendors without a SD sales tax ID # can pay it through the guild tax ID #. They must submit a Sales Tax form along with the amount of tax due at 6.5% of total sales to the guild treasurer (or their designate) within one week of the event (preferably at the end of the sale).
3. Ramada Inn does not allow food or food stuff to be sold in sales area.

#### Take down:

1. Take down begins after close of sale at 3 P.M. Saturday. There will be no early takedown.
2. All goods must be removed and vacated by 4 P.M. leaving the area as clean as when you arrived.

---

### Creative Quilt, Art and Craft Market Reservation

Name \_\_\_\_\_

Address \_\_\_\_\_ City \_\_\_\_\_ State \_\_\_\_ Zip \_\_\_\_

Phone \_\_\_\_\_ Email \_\_\_\_\_ Tax #  Yes  No

# Tables rented \_\_\_\_\_ at \$10 each Total paid \$ \_\_\_\_\_ (non-refundable) Cash/Check

Brief description of items for sale: \_\_\_\_\_

Optional Info: \_\_\_\_\_

*I agree to follow the Rules for Vendors. I will not hold the Black Hills Quilters Guild or agents responsible for any loss or damage incurred to items displayed in this event.*

Signature: \_\_\_\_\_ Date \_\_\_\_\_